

New Request

Renewal

**SCHOOL COMMUNITY COUNCIL  
WAIVER/EXCEPTION REQUEST FORM**

(Please use one form for each request)

SCHOOL: Wahiawa Middle School

DATE: February 18, 2014

DISTRICT: Central

COMPLEX: Leilehua

School Strive HI Status:

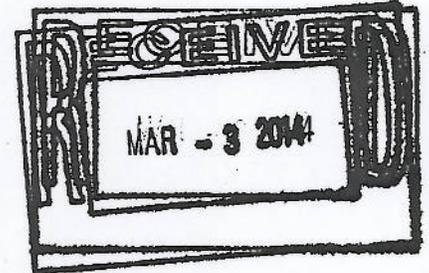
Recognition

Continuous Improvement

Focus

Priority

Superintendent's Zone



**\*\*\*Attach Trend Report and Strive HI Performance System School Report.**

- A. List the specific policy, regulation, rule, procedure or the specific article within the collective bargaining agreement from which the school is seeking relief.

Article IV Association Rights

X. Preparation Periods, 3 Length of Preparation Period

Z. Non-professional Duties, CC. Work Time Distribution, Weekly Totals Within the 7 Hour Day, 5-Day Week, 2. Department Classes, a. and d.

HSTA MOA July 1, 2013 – June 30, 2017

- B. Describe 1) the desired change, and 2) what the school hopes to accomplish as it relates to improving student learning and increasing student achievement. Include specific quantitative, qualitative and longitudinal data to support the need for the request.

Wahiawa Middle School is requesting approval to provide 1 additional minute for teacher preparation time and 11 additional minutes for "other time" for teachers. Students will receive an additional 27 minutes of instructional time. Our goal is to provide all students with the opportunity to earn more than 7 credits per year. Students will have the opportunity to explore more content related elective classes for enrichment and remediation. Teachers will use the additional minutes for planning, collaboration and professional development weekly to enhance instruction using student data analysis.

- C. If a renewal, describe and evaluate the outcomes of the requested change. Explain what was achieved and the impact on student learning. (Include specific quantitative and/or qualitative data.)

D. Please provide additional information (**data and narrative**) for the following type of request applicable:

**D1.) Parent-Teacher Conferences:**

For a waiver from the DOE Regulation 4510.3 Released Time for Conferences to Report Student Progress, the Superintendent requires that a parent satisfaction survey be conducted and the survey results submitted.

Number of surveys distributed	
Number of surveys returned	
Number of parents in favor	
Number of parents not in favor	
Number of parents undecided	

Summary:

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**D2.) School Attendance Procedures:**

For a waiver from the DOE School Attendance Procedures, Revised August 2001, a comparison of attendance data over a three (3) year period of time is required. Explain the increase or decrease in attendance rates. Provide provisions for allowing students to make-up missed work.

School Year	% of average daily attendance

Rationale:

**D3.) Reporting of Quarterly Grades:**

For an exception from the collective bargaining contract for teachers for Reporting Quarterly Grades for Schools, an explanation of the interventions provided and the impact on student learning is required.

Number of students failing	
Number of students who received tutorial	

assistance/interventions	
Number of students whose grades improved after receiving tutorial assistance/interventions	

Explanation:

**D4.) Modified Assessment Schedule:**

For an exception from the collective bargaining contract for teachers for a Modified Assessment Schedule, an explanation of the interventions provided and the impact on student learning is required. Describe tutorial opportunities provided for students during the assessment week.

Number of students failing	
Number of students who received tutorial assistance/interventions	
Number of students whose grades improved after receiving tutorial assistance/interventions	

Explanation:

**E. All Other Requests:**

Provide information and explanation as indicated in Sections A, B, and C, and other additional information applicable.

In our efforts to meet the requirements of Act 167 we collaboratively developed a bell schedule that supports our school improvement efforts. This bell schedule was developed by our teachers. This bell schedule provides 27 additional instructional minutes over the required 1650 minutes for student instructional time, 1 additional minute over the 225 required minutes teacher preparation time, and 11 additional minutes over the required 440 minutes for "other time".

F. Provide a chronology and summary of discussions and activities that document an inclusive, collaborative and consensus-building decision-making process.

Date	Type of Meeting	Summary of Outcome
October 16, 2013	Leadership	The Leadership team reviewed the October 7, 2013 memo from Deputy Superintendent Ronn

		Nozoe on the Updated Submission Process for School Year 2013-14 and 2014-15 School Schedules and the School Schedule Criteria School Year 2013-14 and 2014-15.
November 11, 2013	Faculty	Information was shared on the bell schedule timelines and requirements. No discussion due to pending changes on requirements.
December 18, 2013	Leadership Faculty	An overview of the bell schedule proposal, pros and cons of the various bell schedules offered by DOE and teacher developed schedules were shared with the Leadership Team and the faculty. A question and answer session was held. Teachers decided to hold a vote.
January 9, 2014	Teachers held vote	Teachers voted on 2 bell schedules developed by teachers. On January 9, 2014, the HSTA representative notified the principal of their choice. 60 teachers voted – 45 selected the bell schedule submitted.
February 11, 2014	SCC	The teacher approved bell schedule was shared with the SCC.

G. SCC Waiver/Exception Signature Page

**WAIVER/EXCEPTION SIGNATURE PAGE**

The signatures on this page acknowledge that the decision to request the attached waiver/exception was reached through a collaborative process. If this request is an exception to a collective bargaining agreement, the decision by members of the bargaining unit was achieved through consensus. (Because exceptions to collective bargaining agreements involve the rights of other employees, consensus, specifically by affected unit members, is necessary to waive those rights. It is possible for these unit members to agree on a fallback decision-making option provided that the agreement on the fallback option was reached through consensus.)

Administration  Date 2/20/14

Community Representative(s) McOne Date 2/29/14

Parent Representative(s) Woodruff Date 2/25/14

Student Representative(s) Esmer Olivas Date 2/24/14

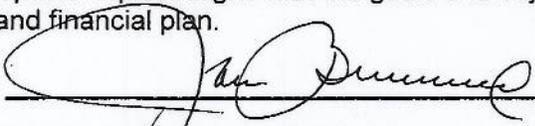
Noncertificated Staff Representative(s) Van Cittert Date 2/24/14

Teacher Representative(s) Hay Date 2/21/14

Sparks Date 2/21/14

Complex Area Superintendent (CAS): John Brummel, Ed.D

This waiver/exception request aligns with the goals and objectives of the school's strategic plan/academic and financial plan.

CAS Signature:  Date 2/27/14

**HSTA PROCESS CHECK REQUIREMENT:**

To ensure that the process to reach the decision for a contract exception request was followed, (the faculty either reached consensus or failing to reach consensus, the faculty held a secret ballot vote that resulted in active faculty members casting a ballot with 66-2/3% or higher affirmative vote), **the Teacher Representative should email the UniServ Director with a cc to Raymond Camacho ([rcamacho@hsta.org](mailto:rcamacho@hsta.org)). Please attach a copy of the email sent to the UniServ Director.**

**RETURN FORM TO:**

OCISS, School Renewal and Redesign Section  
475 22<sup>nd</sup> Avenue, Room 109  
Honolulu, Hawaii 96816

**OR FAX TO:**

**735-8379**

**FAILURE TO SUBMIT A COMPLETE AND TIMELY WAIVER/EXCEPTION REQUEST MAY  
RESULT IN THE REQUEST NOT BEING PROCESSED.**

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**Wahiawa Middle**

**Trend Report:  
Educational and Fiscal Accountability**

**School Report for School Year 2011-2012**



A *Guide to Understanding Trend Reports* explains the educational and fiscal measures and lists schools in each of the 42 complexes for school year 2011-12. The *Guide* is available on-line at <http://arch.k12.hi.us>.

**Background**

Student Enrollment	Total	SPED		ELL		Free & Reduced-Cost Lunch Program		Kindergartners Who Attended Preschool
		#	%	#	%	#	%	
School Year	#	#	%	#	%	#	%	%
2009-2010	808	138	17.1%	80	9.9%	480	59.4%	na
2010-2011	779	128	16.4%	78	10.0%	461	59.2%	na
2011-2012	810	145	17.9%	90	11.1%	515	63.6%	na

Teachers	Total	Licensed	Years Experience	5+ Years at This School	Classes Taught by Teachers Meeting NCLB Requirements	Advanced Degree	Early Childhood Endorsement (Gr. K teachers)
School Year	#	%	Average	%	%	%	%
2009-2010	59	88.1%	13.1	66%	75%	30.5%	na
2010-2011	56	85.7%	14.4	71%	69%	37.5%	na
2011-2012	57	94.7%	13.2	68%	86%	42.1%	na

**Academic Achievement**

Hawaii State Assessment Standards-Based	Reading % Proficient by Grade Level								Math % Proficient by Grade Level							
	3	4	5	6	7	8	10	3	4	5	6	7	8	10		
	School Year															
2009-2010	na	na	na	55.0	76.9	65.6	na	na	na	na	41.0	69.6	49.3	na		
2010-2011	na	na	na	58.1	62.5	73.3	na	na	na	na	46.7	58.8	59.7	na		
2011-2012	na	na	na	60.9	62.8	68.5	na	na	na	na	47.8	54.9	71.5	na		

Hawaii State Assessment Standards-Based	Science % Proficient by Grade Level			
	4	6	8	10
	School Year			
2009-2010	na	28.4	--	na
2010-2011	na	--	18.0	na
2011-2012	na	--	19.8	na

School Year	Proportion Ready for Kindergarten	Retention Rate %			Dropout Rate % (4-year rate)	Graduate On-Time %	Others %
		Elementary	Middle	Grade 9			
2009-2010	na	na	1%	na	na	na	na
2010-2011	na	na	0%	na	na	na	na
2011-2012	na	na	1%	na	na	na	na

\*Results suppressed to protect student identity, in accordance with the Family Educational Rights and Privacy Act (FERPA)

**Safety and Well-Being**

Students	Average Daily Attendance %		Offenses by Type of Incident (number of citations per 1,000 students)					
			Violence		Property		Illicit Substances	
			Elementary	Secondary	Elementary	Secondary	Elementary	Secondary
School Year	Elementary	Secondary	Elementary	Secondary	Elementary	Secondary	Elementary	Secondary
2009-2010	na	93.5%	na	69	na	12	na	17
2010-2011	na	94.1%	na	135	na	15	na	10
2011-2012	na	94.1%	na	105	na	28	na	5

School	Facilities Inspection	Persistently Dangerous Schools (NCLB)	Workers' Compensation Claims		Student and Teacher Perceptions on School Quality Survey		Transition from home/preschool to Kindergarten
			Total # of claims	% of claims resulting in loss-time	Positive Responses		
					% of student	% of teacher	
School Year	Passed?	Yes/No					School mean (range 1-3)
2009-2010	Yes	No	2	0.0%	43.9%	72.1%	na
2010-2011	--	No	8	12.5%	45.5%	69.9%	na
2011-2012	--	No	7	0.0%	72.7%	87.0%	na

**Civic Responsibility**

School Year	Young Voter Registration	Kids Voting Hawaii		Students Who Are Not Suspended	Service to School/Community	Volunteer Hours
	# of students participating	# of students participating	% of students participating	% of Enrollment	# of projects	# of PCNC volunteer hours per 100 students
2009-2010	na	--	--	85.9%	26	0
2010-2011	na	635	81.5%	84.5%	--	--
2011-2012	na	--	--	86.7%	--	--

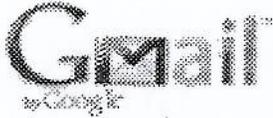
**Fiscal Accountability**

School Year	State General Funds				Significant Budget Changes*
	School Salaried Payroll	Allocation Excluding School Salaried Payroll	Expended	Carryover	
2009-2010	\$4,518,300	\$421,199	\$355,275	\$65,924	none
2010-2011	\$4,817,247	\$499,248	\$378,157	\$121,091	none
2011-2012	\$4,695,808	\$561,567	\$540,746	\$20,821	none

\*Explanation of Significant Budget Changes

### Wahiawa MS Bell Schedule 2013-2014; 7 Period option

	Monday		Tuesday		Wednesday		Thursday		Friday
<b>Opening/Passing</b>	7:50-7:53 3 min								
<b>HR</b>	7:53-8:03 10 min								
<b>Passing</b>	8:03-8:06 3 min								
<b>Period 1</b>	8:06-8:54 48 min	<b>Period 2</b>	8:06-8:54 48 min	<b>Period 1</b>	8:06-8:54 48 min	<b>Period 2</b>	8:06-8:54 48 min	<b>Period 3</b>	8:06-8:54 48 min
<b>Passing</b>	8:54-8:57 3 min								
<b>Period 2</b>	8:57-9:45 48 min	<b>Period 3</b>	8:57-9:45 48 min	<b>Period 1</b>	8:57-9:45 48 min	<b>Period 2</b>	8:57-9:45 48 min	<b>Period 3</b>	8:57-9:45 48 min
<b>Passing</b>	9:45-9:48 3 min	<b>Recess</b>	9:45-9:48 3 min	<b>Recess</b>	9:45-9:48 3 min	<b>Recess</b>	9:45-9:48 3 min	<b>Passing</b>	9:45-9:48 3 min
<b>Recess</b>	10:36-10:51 15 min	<b>Passing</b>	10:36-10:51 15 min	<b>Recess</b>	10:36-10:51 15 min	<b>Recess</b>	10:36-10:51 15 min	<b>Passing</b>	10:36-10:51 15 min
<b>Passing</b>	10:51-10:54 3 min								
<b>Period 3</b>	10:54-11:42 48 min	<b>Period 4</b>	10:54-11:42 48 min	<b>Period 2</b>	10:54-11:42 48 min	<b>Period 3</b>	10:54-11:42 48 min	<b>Period 4</b>	10:54-11:42 48 min
<b>Passing</b>	11:42-11:45 3 min	<b>Lunch</b>	11:42-11:45 3 min	<b>Lunch</b>	11:42-11:45 3 min	<b>Lunch</b>	11:42-11:45 3 min	<b>Passing</b>	11:42-11:45 3 min
<b>Period 4</b>	11:45-12:33 48 min	<b>Passing</b>	11:45-12:33 48 min	<b>Period 3</b>	11:45-12:33 48 min	<b>Period 4</b>	11:45-12:33 48 min	<b>Period 5</b>	11:45-12:33 48 min
<b>Lunch</b>	12:33-1:03 30 min	<b>Passing</b>	12:33-1:03 30 min	<b>Closing</b>	12:33-1:03 30 min	<b>Passing</b>	12:33-1:03 30 min	<b>Lunch</b>	12:33-1:03 30 min
<b>Passing</b>	1:03-1:06 3 min	<b>Passing</b>	1:03-1:06 3 min	<b>Faculty</b>	1:03-1:06 3 min	<b>Passing</b>	1:03-1:06 3 min	<b>Passing</b>	1:03-1:06 3 min
<b>Period 1</b>	1:06-1:54 48 min	<b>Period 2</b>	1:06-1:54 48 min	<b>Period 1</b>	1:06-1:54 48 min	<b>Period 2</b>	1:06-1:54 48 min	<b>Period 3</b>	1:06-1:54 48 min
<b>Passing</b>	1:54-1:57 3 min	<b>Closing</b>	1:54-1:57 3 min	<b>Closing</b>	1:54-1:57 3 min	<b>Closing</b>	1:54-1:57 3 min	<b>Passing</b>	1:54-1:57 3 min
<b>Closing</b>	2:45-2:50 5 min	<b>Period 1</b>	2:45-2:50 5 min	<b>Period 2</b>	2:45-2:50 5 min	<b>Period 3</b>	2:45-2:50 5 min	<b>Period 4</b>	2:45-2:50 5 min
								<b>Period 5</b>	2:45-2:50 5 min



Waiolu NIIMI-MONTALBO &lt;l.waiolu.montalbo@gmail.com&gt;

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**Waiver/Exception Requirement for Wahiawa Middle School (Bell Schedule)**

1 message

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**Waiolu NIIMI-MONTALBO** <l.waiolu.montalbo@gmail.com>

Fri, Feb 21, 2014 at 2:31 PM

To: jtsuchiya@hsta.org

Cc: rcamacho@hsta.org, james\_au@notes.k12.hi.us, valerie\_chun-urima@notes.k12.hi.us

Aloha, Jeanine:

Further to the HSTA Process Check Requirement and the State's request for schools to provide their Waiver/Exception data, the following information is provided.

Wahiawa Middle School first held a preliminary survey before the Winter Break of different bell schedules that included the ones provided by the State. We wanted to give teachers an opportunity to narrow down the selections to ones that were in line with what they wanted, then make a choice.

After the survey, Wahiawa Middle School Faculty Representatives held a vote on January 9, 2014, for all teachers on the two bell schedule choices the survey produced. The resulting selection was voted upon and carried with 45 (forty-five) votes out of 60 (sixty). The results were reported to Principal Gayle Yamaguchi.

Lisa Wai'olu Niimi-Montalbo  
Head Faculty Representative  
Wahiawa Middle School

**Wahiawa Middle Strive HI 2012-13 Step: Continuous Improvement Index Score: 209**

Automatic Classification: None

	Step 1	Step 2 - Unweighted Points	Step 3	Step 4 - Weighted Points	Step 5 - All Schools	
<b>Achievement</b>	Math Proficiency <b>63%</b>	<b>Math Achievement</b> (Math Proficiency Rate) x (40pts) 25	55 pts of 100 pts  <b>Achievement</b> (Middle School Weight) $55 \times (1.0) = 55$	25	400 350 300 250 200 150 100 50 0  P F CI R	
	Reading Proficiency <b>68%</b>	<b>Reading Achievement</b> (Reading Proficiency Rate) x (40pts) 27		27		
	Science Proficiency <b>15%</b>	<b>Science Proficiency</b> (Science Proficiency Rate) x (20pts) 3		3		
						55 pts of 100 pts
<b>Growth</b>	Mathematics Median SGP <b>56</b>	<b>Mathematics SGP</b> Points assigned based on growth category 35	50 pts of 100 pts  <b>Growth</b> (Middle School Weight) $50 \times (1.8) = 90$	63	90 pts of 180 pts	
	Reading Median SGP <b>45</b>	<b>Reading SGP</b> Points assigned based on growth category 15		27		
<b>Readiness</b>	Median 8th Grade ACT <b>14</b>	<b>8th Grade ACT</b> Points assigned based on ACT category 35	35 pts of 100 pts  <b>Readiness</b> (Middle School Weight) $35 \times (0.6) = 21$	21		21 pts of 60 pts
<b>Achievement Gap</b>	Non-High Needs Proficiency <b>82%</b>	<b>Current-Year Gap</b> Points assigned based on Current-Year Gap Rate* 35	70 pts of 100 pts  <b>Achievement Gap</b> (Middle School Weight) $70 \times (0.6) = 42$	21		42 pts of 60 pts
	High-Needs Proficiency <b>58%</b>	* $(HN - HM) / (HN)$				
	Gap Reduction* <b>21%</b>	<b>Two-Year Gap Reduction</b> Points assigned based on Gap Reduction Rate* 35		21		
For more information: hawaiipublicschools.org ‡ Numbers may be rounded for presentation purposes.					<b>209 pts of 400 pts</b>	